



DEPARTMENT OF THE AIR FORCE  
AIR FORCE RESERVE COMMAND

932AWGM2015-36-01

1 July 2015

MEMORANDUM FOR ALL 932D AIRLIFT WING PERSONNEL

FROM: 932 AW/CC  
2400 East Drive  
Scott AFB, IL 62225-5408

SUBJECT: 932d Airlift Wing Guidance Memorandum on Equal Opportunity (EO) and Treatment Program Guidance

This is a 932d Airlift Wing, Guidance Memorandum immediately implementing supplementary guidance towards the Equal Opportunity and Treatment Program. Compliance with this Memorandum is mandatory. To the extent its direction is inconsistent with other Air Force Publications, the information herein prevails, in accordance with AFI 33-360, *Publications and Forms Management*.

Ensure all records created as a result of processes prescribed in this Memorandum are maintained in accordance with AF Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-afb61a/afrims/afrims/>.

I am strongly committed to ensuring all 932d Airlift Wing personnel can perform their duties, have an opportunity to advance, and can participate in all activities free of unlawful discrimination and sexual harassment. The Air Force recognizes race, color, religion, national origin, and sex as protected categories for military members and includes age, mental/physical disabilities, genetic information and reprisal for our civilian employees. My guidance on unlawful discrimination and sexual harassment is simple--Zero Tolerance! We owe our military and civilians an environment that is conducive to mission accomplishment. It is all of our responsibilities to uphold the principles of fairness, dignity, and justice in the treatment of our most important resource—people.

I expect commanders, managers, and supervisors at every level to take the lead in preventing and resolving equal opportunity issues by ensuring subordinates are aware that unlawful discrimination and sexual harassment will not be tolerated. In addition, I expect these behaviors to be immediately addressed and personnel protected from reprisal and retaliation. This is not only required by AFI 36-2706, paragraph 1.19.9, but it is also sound leadership and the right thing to do.

Furthermore, the use of disparaging terms will not be tolerated. These are written or verbal communications that degrade individuals on the basis of color, national origin, race, religion, and sex. This includes graffiti and the use of inappropriate jokes and comments. What may appear harmless to you has the potential to offend many and has no place in our

professional environment. Appropriate disciplinary action will be taken against any Airman, military, or civilian, who engages in unlawful discriminatory practices.

Diversity is a military necessity and a major strength of our Air Force. It provides the 932d Airlift Wing an aggregation of strengths, perspectives, and capabilities that transcend individual contributions. Air Force personnel who work in a diverse environment, free from unlawful discrimination and sexual harassment, learn to maximize individual strengths and to combine individual abilities for the good of the mission. Everyone brings different attributes and characteristics which, together, keep the wing mission ready.

The 932d AW/EO is the point of contact for your equal opportunity concerns and can be reached at DSN 779-7980/7060/7016.

This Memorandum becomes void after one year has elapsed from the date of this Memorandum, or upon publication of an Interim Change or rewrite of the affected publication, whichever is earlier.

KARL E. GOERKE, Colonel, USAFR  
Commander